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**CENTRAL INTELLIGENCE GROUP**  
**INTELLIGENCE REPORT**

**COUNTRY** Austria/Russian Zone

**SUBJECT** Directives to Managers of USIVA - Controlled Factories

DIST. 17 February 1947

PAGES 2

SUPPLEMENT

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1. The following instructions have been issued to factory managers by USIVA:
  - a. The general manager is authorized to make and terminate contracts for the financing of the concern, to engage in negotiations to procure material and installations, etc., for the factory;
  - b. with USIVA's approval, to make sale contracts for the finished products of the factory, both within the Soviet Zone and outside;
  - c. to receive credits, open accounts with credit institutes, and to use funds for the factory's requirements;
  - d. to engage and dismiss workmen, employees, and technical personnel;
  - e. to make proposals to USIVA about dismissals of higher officials;
  - f. to enter into industrial and commercial relations, in the first place with other USIVA factories, likewise with other Austrian firms;
  - g. to submit to USIVA proposals for alterations in the factory;
  - h. to arrange and obtain the necessary permission for important restorations and the essential repairs indispensable to the further development of the factory;
  - i. to give orders concerning the maintenance of order, running repairs to the buildings, machines, and installations, and to assign the funds necessary for the purpose;
  - j. to dispose of moneys from the manager's fund, according to his own judgment, for alterations sanctioned by the Administrative Proposals Office;
  - k. to bring forward and justify complaints which are well-founded according to Austrian law.

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## 2. The general manager is required:

- a. to have a thorough knowledge of the technical, economic, and financial operations of the factory and constantly to add to his knowledge in this direction;
- b. to supervise the higher officials and the organization of the entire development of the factory;
- c. to determine and organize the production process, with consideration of its nature and the production capacity of the factory;
- d. to ensure the execution of the factory schedule with regard to the quantities produced and the quality and quantity at the lowest possible cost;
- e. to take measures to keep unessential expenses as low as possible;
- f. to ascertain in good time the extent of restorations and essential repairs required in the factory and to obtain written confirmation that such repairs have been carried out;
- g. to ensure the normal production of the factory by procuring in good time material, raw material, fuel, installations, electric energy, labor, and funds;
- h. to take measures (legally compulsory) for the prevention of accidents, carelessness, fire, etc.;
- i. to organize the best possible use of material, raw material, installations, finished products, and other property belonging to the factory;
- j. to draw up a complete report on factory operations with consideration of the demands and the orders issued by USIVA;
- k. to see to it that an examination is made of the proposals for the better organization of the factory;
- l. to ensure strict discipline in the factory and to see to it that special work processes are applied throughout;
- m. to be acquainted with all Austrian laws and regulations now in force and dealing with the economic or juridical operation of the factory;
- n. to be constantly informed about the interests of the workmen, employees, and technical personnel of the factory, as also about their material, cultural, and living conditions, and, as far as possible, to give them better material, cultural, and living conditions.

- 3. The general manager will be held responsible for the failure to carry out these instructions in time, for the failure to carry them out in full, or for abuse of his authority.

(Signed):

Chief of USIVA  
Major General Borisov.

Chief of Economic Planning Department of USIVA.

(Signed): Guarós Major Ruinsky

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